

# COMMITTEE AMENDMENT FORM

DATE: 07/31/07

COMMITTEE      CITY UTILITIES

PAGE NUM. (S) 1 & 2

ORDINANCE I. D. #07-O-

SECTION (S)

RESOLUTION I. D. #07-R-1471

PARA. CAPTION & REOLVE  
CLAUSE

AMENDS THE LEGISLATION BY CORRECTING THE FUND NAME TO  
WATER AND WASTEWATER REVENUE FUND AND CENTER NAME TO  
DRINKING WATER FACILITY MAINTENANCE.

AMENDMENT DONE BY COUNCIL STAFF 07/31/07

**AN AMENDED RESOLUTION**

**07-R-1471**

**BY CITY UTILITIES COMMITTEE**

**AUTHORIZING THE MAYOR TO ENTER INTO RENEWAL AGREEMENT NO. 1 WITH ELECTRICAL TESTING INC. FOR FC-6006007923, ANNUAL CONTRACT FOR ELECTRICAL TESTING AND INSPECTION SERVICES, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED THREE HUNDRED FIFTY THOUSAND DOLLARS AND NO CENTS (\$350,000.00); ALL CONTRACTED WORK WILL BE CHARGED TO AND PAID FROM FUND, ACCOUNT AND CENTER NUMBER 2J01 (WATER & WASTEWATER REVENUE FUND) 523001 (SERVICE/REPAIR/MAINTENANCE CONTRACT) Q64001 (DRINKING WATER FACILITY MAINTENANCE); AND FOR OTHER PURPOSES.**

**WHEREAS**, the City of Atlanta ("City") Department of Watershed Management entered into an agreement FC-6006007923, Annual Contract for Electrical Testing and Inspection Services, with Electrical Testing, Inc. ("Contractor"); and

**WHEREAS**, the contract's original term was for one year with two (2) one (1) year renewal options; and

**WHEREAS**, the term of the original agreement was from February 2, 2007 to February 1, 2008; and

**WHEREAS**, the Contractor has performed contracted services satisfactorily; and

**WHEREAS**, the Commissioner of the Department of Watershed Management and the Chief Procurement Officer have recommended Renewal Agreement No. 1 for FC-6006007923, Annual Contract for Electrical Testing and Inspection Services, with Electrical Testing, Inc.

**NOW, THEREFORE, BE AND IT IS RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA** as follows: that the Mayor is authorized to enter into Renewal Agreement No. 1 ("Agreement") with Electrical Testing, Inc. for FC-6006007923, Annual Contract for Electrical Testing and Inspection Services, with Electrical Testing, Inc. in an amount not to exceed Three Hundred Fifty Thousand Dollars and No Cents (\$350,000.00).

**BE IT FURTHER RESOLVED**, that the term of the Agreement will be from February 2, 2008 through February 1, 2009.

**BE IT FURTHER RESOLVED**, that the Chief Procurement Officer is directed to prepare an appropriate Agreement for execution by the Mayor.

**BE IT FURTHER RESOLVED**, that the Agreement will not become binding on the City and the City will incur no obligation or liability under it until it has been executed by the Mayor, attested to by the Municipal Clerk, approved as to form by the City Attorney and delivered to the Contractor.

**AND FINALLY BE IT RESOLVED**, that all contracted work will be charged to and paid from Fund, Account and Center Number 2J01 (Water & Wastewater Revenue Fund) 523001 (Service/Repair/Maintenance Contract); Q64001 (Drinking Water Facility Maintenance).

**A RESOLUTION  
BY CITY UTILITIES COMMITTEE**

**07-*R*-1471**

**A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO RENEWAL AGREEMENT NO. 1 WITH ELECTRICAL TESTING INC. FOR FC-6006007923, ANNUAL CONTRACT FOR ELECTRICAL TESTING AND INSPECTION SERVICES, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED THREE HUNDRED FIFTY THOUSAND DOLLARS AND NO CENTS (\$350,000.00); ALL CONTRACTED WORK WILL BE CHARGED TO AND PAID FROM FUND, ACCOUNT AND CENTER NUMBER 2J01 (WATER & SEWER REVENUE FUND) 523001 (SERVICE/REPAIR/MAINTENANCE CONTRACT) Q64001 (WATER FACILITY MAINTENANCE); AND FOR OTHER PURPOSES.**

**WHEREAS**, the City of Atlanta ("City") Department of Watershed Management entered into an agreement FC-6006007923, Annual Contract for Electrical Testing and Inspection Services, with Electrical Testing, Inc. ("Contractor"); and

**WHEREAS**, the contract's original term was for one year with two (2) one (1) year renewal options; and

**WHEREAS**, the term of the original agreement was from February 2, 2007 to February 1, 2008; and

**WHEREAS**, the Contractor has performed contracted services satisfactorily; and

**WHEREAS**, the Commissioner of the Department of Watershed Management and the Chief Procurement Officer have recommended Renewal Agreement No. 1 for FC-6006007923, Annual Contract for Electrical Testing and Inspection Services, with Electrical Testing, Inc.

**THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES**, that the Mayor is authorized to enter into Renewal Agreement No. 1 ("Agreement") with Electrical Testing, Inc. for FC-6006007923, Annual Contract for Electrical Testing and Inspection Services, with Electrical Testing, Inc. in an amount not to exceed Three Hundred Fifty Thousand Dollars and No Cents (\$350,000.00).

**BE IT FURTHER RESOLVED**, that the term of the Agreement will be from February 2, 2008 through February 1, 2009.

**BE IT FURTHER RESOLVED**, that the Chief Procurement Officer is directed to prepare an appropriate Agreement for execution by the Mayor.

**BE IT FURTHER RESOLVED**, that the Agreement will not become binding on the City and the City will incur no obligation or liability under it until it has been executed by the Mayor, attested to by the Municipal Clerk, approved as to form by the City Attorney and delivered to the Contractor.

**BE IT FINALLY RESOLVED**, that all contracted work will be charged to and paid from Fund, Account and Center Number 2J01 (Water & Sewer Revenue Fund) 523001 (Service/Repair/Maintenance Contract); Q64001 (Water Facility Maintenance).

**Part II: Legislative White Paper:**

**A. To be completed by Legislative Counsel:**

Committee of Purview: City Utilities

**Caption: A RESOLUTION  
BY CITY UTILITIES COMMITTEE**

**A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO RENEWAL AGREEMENT NO. 1 WITH ELECTRICAL TESTING INC. FOR FC-6006007923, ANNUAL CONTRACT FOR ELECTRICAL TESTING AND INSPECTION SERVICES, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED THREE HUNDRED FIFTY THOUSAND DOLLARS AND NO CENTS (\$350,000.00); ALL CONTRACTED WORK WILL BE CHARGED TO AND PAID FROM FUND, ACCOUNT AND CENTER NUMBER 2J01 (WATER & SEWER REVENUE FUND) 523001 (SERVICE/REPAIR/MAINTENANCE CONTRACT); Q64001 (WATER FACILITY MAINTENANCE); AND FOR OTHER PURPOSES.**

Council Meeting Date: August 20, 2007

Requesting Dept.: Watershed Management

**B. To be completed by the department:**

**1. Please provide a summary of the purpose of this legislation (Justification Statement).**

THE PURPOSE OF THIS LEGISLATION IS TO  
AUTHORIZE APPROVAL FOR RENEWAL  
AGREEMENT NO. 1 UNDER FC-6006007923,  
ANNUAL CONTRACT FOR ELECTRICAL TESTING  
AND INSPECTION SERVICES IN AN AMOUNT NOT  
TO EXCEED \$350,000.00. ALL FUNDS SHALL BE  
CHARGED TO AND PAID FROM FAC# 2J01(Water  
& Sewer Revenue Fund) -523001(Service/Repair and  
Contract) -Q64001 (Water Facility Maintenance)

**2. Please provide background information regarding this legislation.**

**LEGISLATIVE COUNSEL  
REQUEST FOR LEGISLATION**

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THIS CONTRACT CONTINUES TO PROVIDE PREVENTATIVE AND PREDICTIVE MAINTENANCE FOR AL OF THE CRITICAL HIGH VOLTAGE COMPONENTS. THIS CONTRACT ALSO PROVICES INSIGHT TO PROBLEMS NEEDING CORRECTIVE ACTION BEFORE THE EQUIPMENT FAILS OR SHUTS DOWN CRITICAL PUMPING AND TREATMENT COMPONENTS.

**3. If Applicable/Known:**

- (a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):** SERVICES
- (b) **Source Selection:**
- (c) **Bids/Proposals Due:**
- (d) **Invitations Issued:**
- (e) **Number of Bids:**
- (f) **Proposals Received:**
- (g) **Bidders/Proponents:**
- (h) **Term of Contract:**

**4. Fund Account Center (Ex. Name and number):** 2J01(Water & Sewer Revenue Fund) - 523001(Service/Repair and Contract) -Q64001 (Water Facility Maintenance)

**Fund:** \_\_\_\_\_ **Account:** \_\_\_\_\_ **Center:** \_\_\_\_\_

**5. Source of Funds: Example: Local Assistance Grant**

**6. Fiscal Impact:** \$350,000.00

**7. Method of Cost Recovery:** WATER & SEWER REVENUES

**This Legislative Request Form Was Prepared By:** Gwendolyn J. Carswell, Contracting Officer, Sr./Interim Watershed Manager, ext. 6331

**LEGISLATIVE SUMMARY**  
**FC-6006007923, ANNUAL CONTRACT FOR ELECTRICAL TESTING AND**  
**INSPECTION SERVICES, RENEWAL AGREEMENT NO. 1**

**TO: City Utilities Committee**

**CAPTION**

**A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO RENEWAL AGREEMENT NO. 1 WITH ELECTRICAL TESTING INC. FOR FC-6006007923, ANNUAL CONTRACT FOR ELECTRICAL TESTING AND INSPECTION SERVICES, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED THREE HUNDRED FIFTY THOUSAND DOLLARS AND NO CENTS (\$350,000.00); ALL CONTRACTED WORK WILL BE CHARGED TO AND PAID FROM FUND, ACCOUNT AND CENTER NUMBER 2J01 (WATER & SEWER REVENUE FUND) 523001 (SERVICE/REPAIR/MAINTENANCE CONTRACT) Q64001 (WATER FACILITY MAINTENANCE); AND FOR OTHER PURPOSES.**

**Committee Meeting Date: July 31, 2007**

**Council Meeting Date: August 20, 2007**

**Legislation Title: FC-6006007923, Annual Contract for Electrical Testing and Inspection Services, Renewal No. 1**

**Requesting Dept.: Department of Watershed Management**

**Contract Type: Services, Invitation to Bid**

**Advertisement: Bid advertised in AJC on 8/13/06 & 8/20/06  
Put on City web page 8/11/06**

**Bids/Proposals Due: September 6, 2006**

**Invitations Mailed: 92**

**Bids/Proposals Received: 3**

**Bidders:**

Nationwide Electrical Testing	\$206,500.00*
Electrical Testing, Inc.	\$343,980.00
Electrical Power System Int'l Inc.	\$418,000.00

\* Contractor deemed non-responsive due to non-compliance with City's Equal Business Opportunity Ordinance Section §2-1449 (a)(2)(c)

**Contractor: Electrical Testing, Inc.**

**Estimated Value: \$350,000.00**

**Scope Summary: The City requires the service of a recognized independent testing firm or independent electrical consulting firm to provide electrical testing, inspection and reporting for various Department of Watershed**



Management (“DWM”) facilities. DWM would like to exercise their option to renew for services to include but limited to: inspection, testing and/or calibrating electrical equipment for various DWM facilities. These services also include short circuit and coordination studies.

**Background:**

Original agreement executed: 02/02/07 to 02/01/08  
Amount: \$343,980.00

**Evaluation Team:**

Representatives from the Department of Watershed Management and the Office of Contract Compliance

**Term of Contract:**

One (1) year with two (2) one (1) year renewal options at the City’s sole discretion.

**Fund Account Centers:**

2J01 (Water & Sewer Revenue Fund) 523001  
(Service/Repair/Maintenance Contract); Q64001 (Water Facility Maintenance)

**Prepared By:**

Staci M. Wilbon, CPPB, Contracting Officer  
Senior

**Contact Number:**

(404) 330-6556



CITY OF ATLANTA  
DEPT. OF PROCUREMENT

07 JUN 29 AM 10:40

SHIRLEY FRANKLIN  
MAYOR

**CITY OF ATLANTA**  
55 TRINITY AVENUE., SW, SUITE 5400, SOUTH BLDG.  
ATLANTA, GEORGIA 30303-0324  
OFFICE (404) 330-6081  
FAX (404) 658-7194

DEPARTMENT OF  
WATERSHED MANAGEMENT  
ROBERT J. HUNTER  
Commissioner

June 27, 2007

**TO:** Adam L. Smith, Chief Procurement Officer  
Department of Procurement

**FROM:** Robert J. Hunter, Commissioner *RJ Hunter* (JTB)  
Department of Watershed Management

**RE:** **LEGISLATIVE REQUEST FOR RENEWAL AGREEMENT NO. 1**  
**FC-6006007923, Annual Contract for Electrical Testing and Inspection**  
**Services**  
**Contractor: Electrical Testing, Inc.**

Please prepare appropriate legislation for Cycle 13 (August 20, 2007) to renew the above-referenced contract on behalf of the Bureau of Drinking Water.

All other terms, conditions, etc. shall remain the same. Attached is the requisition (Q6407019) identifying the appropriate fund-account and center number (2J01-523001-Q64001) in the amount of \$350,000.00.

If you have any questions concerning this matter, please feel free to contact Gwendolyn J. Carswell, Interim Watershed Manager., at (404) 330-6331 or Jimmy Gragg, Project Manager, at (404) 557-4996.

Your assistance in this matter is requested and appreciated.

/gjc

c: Sheila Pierce, DWM  
Chris Hebbard, DW  
Sammy Goodson, DWM  
Pati McMahon, DWM  
Benjamin Kuku, DW  
Jimmy Gragg, DW  
Cathy Martin, DOP  
April Daniels, DF  
Theresa Steward, DL  
Maisha Land, DWM  
Gwendolyn J. Carswell, DWM

Q6407019

CONT

REQUESTER I.D. 543

SHIP-TO CODE 134

2J01

523001

ACCOUNT

Q64001

**CENTER**

DATE NEEDED 6/28/2007

SUGGESTED VENDOR	<u>ELECTRICAL TESTING, INC.</u>	VENDOR NUMBER	<u>A8502</u>
DEPARTMENT	<u>WATERSHED MANAGEMENT</u>	BUREAU	<u>DRINKING WATER</u>
CONTACT PERSON	<u>Gwendolyn J. Carswell</u>	DATE COMPLETED	<u>06/27/2007</u>
		PHONE NUMBER	<u>(404) 330-6331</u>

**The undersigned certifies that funds are available at the budget adoption level for all items.**

AUTHORIZED SIGNATURE

DOP/11/5/04

DATE \_\_\_\_\_

DOP USE ONLY  
BUYER

u / 29/10/



## CITY OF ATLANTA

Shirley Franklin  
Mayor

SUITE 1700  
55 TRINITY AVENUE, SW  
ATLANTA, GA 30303  
(404) 330-6010 Fax: (404) 658-7359  
Internet Home Page: [www.atlantaga.gov](http://www.atlantaga.gov)

OFFICE OF CONTRACT COMPLIANCE  
Hubert Owens  
Director  
[howens@atlantaga.gov](mailto:howens@atlantaga.gov)

### MEMORANDUM

TO: Adam L. Smith, Chief Procurement Officer  
Department of Procurement

FROM: Hubert Owens, Director  
Mayor's Office of Contract Compliance

RE: **Bid Recommendation for FC 6006007923, Annual Contract for Electrical Testing and Inspection Services**

DATE: September 18, 2006

The Office of Contract Compliance has reviewed the three bids for minority and female business enterprise participation. All three bidders are eligible under Section 2-1449(a)(2)(C) of the Equal Business Opportunity (EBO) Code of Ordinances. However, only one bidder has been deemed responsive by the Office of Contract Compliance. For your information, they have committed to utilize AABEs and FBEs as indicated below:

**Nationwide Electrical Testing, Inc.**

No M/FBE subcontractors listed 0%

Participation Total 0%

Non-responsive

**Electrical Testing, Inc.**

AC & DC Power Technologies FBE 17%

Horizon Power, Inc. AABE 18%

Participation Total 35%

**Electrical Power System International, Inc.**

No M/FBE subcontractors listed 0%

Participation Total 0%

Non-responsive

If you have questions, please contact me at (404) 330-6010 or Bruce T. Bell at (404) 330-6009.

cc: File  
Soraya Belgrave, DOP

TRANSMITTAL FORM FOR LEGISLATION

07 JUL -6 AM 10:01

TO: MAYOR'S OFFICE

ATTN: GREG PRIDGEON

Dept.'s Legislative Liaison: \_\_\_\_\_ Maisha L. Wood 

Contact Number: \_\_\_\_\_ (404) 330-6887 \_\_\_\_\_

Originating Department: Watershed Management

Committee(s) of Purview: City Utilities

Council Deadline: July 16, 2007

Anticipated Committee Meeting Date(s): July 31, 2007

Anticipated Full Council Date: August 20, 2007

Legislative Counsel's Signature: 

Commissioner Signature: 

Chief Procurement Officer Signature: 

**CAPTION**

**A RESOLUTION**



**BY CITY UTILITIES COMMITTEE**

A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO RENEWAL AGREEMENT NO. 1 WITH ELECTRICAL TESTING INC. FOR FC-6006007923, ANNUAL CONTRACT FOR ELECTRICAL TESTING AND INSPECTION SERVICES, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED THREE HUNDRED FIFTY THOUSAND DOLLARS AND NO CENTS (\$350,000.00); ALL CONTRACTED WORK WILL BE CHARGED TO AND PAID FROM FUND, ACCOUNT AND CENTER NUMBER 2J01 (WATER & SEWER REVENUE FUND) 523001 (SERVICE/REPAIR/MAINTENANCE CONTRACT); Q64001 (WATER FACILITY MAINTENANCE); AND FOR OTHER PURPOSES.

FINANCIAL IMPACT (if any):

Mayor's Staff Only

Received by CPO: \_\_\_\_\_ Received by LC from CPO: \_\_\_\_\_

Received by Mayor's Office: 7.9.07 (date)  Reviewed by:  (date)

Submitted to Council: \_\_\_\_\_ (date)